

## **NOTICE OF FEES/CHARGES EFFECTIVE MARCH 1, 2023**

In accordance with City Code Chapter 3.20 *Fees and Service Charge Revenue/Cost Comparison & Charging System*, the following service center(s) fees/charges are proposed. City Council shall consider adoption of these proposed fees on January 10, 2023, at 6:00 p.m. or as soon thereafter as same may be heard, at the Lake Havasu City Police Facility, 2360 McCulloch Blvd. N., Lake Havasu City, AZ 86403.

# PROPOSED MASTER FEE SCHEDULE

Effective 03-01-2023

Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
<b>I. DEVELOPMENT AND RIGHT-OF-WAY SERVICES</b>					
S-001	Design Review - New	Review site plans to determine conformance with community design standards.	Development Services	100%	\$911.00
	Design Review - Tenant Improvements	Review site plans to determine conformance with community design standards.	Development Services	50% of New Design Review	\$455.00
S-002	Planned Development Review / Major Changes to Planned Unit Development (PUD)	Review a PUD development to ensure compliance with appropriate zoning code requirements.	Development Services	100%	\$2,960.00
S-003	Conditional Use Review-Major	Review a request for a major conditional use permit for a specific use of a specific parcel of property. Review is performed by the Planning Commission.	Development Services	40%	\$740.00
	Conditional Use Review-Minor	Review a request for a minor conditional use permit for uses that occur on a semi-regular basis; including, but not limited to: farmers markets, art exhibits, flea markets, auctions, commercial filming, and temporary classrooms/offices. Review is performed by the Zoning Administrator.	Development Services	37%	\$370.00
S-004	Zone Change Review	Review a request for change of zoning designation for a specific parcel.	Development Services	100%	\$2,960.00
S-005	Zoning Code Amendment Review	Review and process an application for a zoning code amendment.	Development Services	100%	\$2,419.00
S-006	General Plan Amendment-Major	Review/make recommendations regarding proposed amendment to the City's General Plan.	Development Services	100%	\$3,455.00
	General Plan Amendment-Minor	Review/make recommendations regarding proposed amendment to the City's General Plan.	Development Services	100%	\$2,488.00
S-007	General Plan Maintenance	Maintain the City's General Plan from both a legal and planning perspective to provide development guidance to all new construction.	Development Services	100%	1.25% surcharge on planning, building, and zoning fees.
S-009	Changes to Approved Plans - Subdivision	Review and approval of changes to final plat to ensure compliance with appropriate code requirements.	Development Services	54%	\$894.00
S-013	Variance Review - Zoning (Major)	Review a proposed major variance from terms of the zoning code. Review is performed by the Board of Adjustment.	Development Services	36%	\$427.00
	Variance Review - Zoning (Minor)	Review a proposed minor variance from terms of the zoning code. A minor variance is limited in scope, typically allowing up to a 10% adjustment to zoning standards; including, but not limited to: setbacks, lot coverage, lot depth, projections, and parking lot standards. Review is performed by the Zoning Administrator.	Development Services	70%	\$273.00
S-014	Subdivision Review	Review subdivision preliminary and final plat maps to ensure compliance with appropriate code requirements.	Development Services	55%	\$1,480.00
S-015	Lot Alteration Review	Review proposed changes to a property's boundaries by means of either lot combination or split.	Development Services	37%	\$495.00

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S-016	Board of Adjustment Planning, Building/Fire Appeals	-Hear appeals to decisions of the Zoning Administrator; -Hear appeals to staff interpretations of the International Code requirements; -Hear appeals to planning staff decisions by the Planning Commission regarding design review. Appeals are limited to applicants, Planning Commission, or property owners within 300 feet.	Development Services	Range of 7% - 10%	\$108.00
S-017	Parking-In-Common Review	Review and approve commercial parking-in-common plans and layouts or exemptions from parking-in-common requirements.	Development Services	78%	\$842.00
S-021	Annexation Processing	Review a request to annex property to city and determine its impact on city service costs and on city revenue.	Development Services	100%	\$850 Deposit applied to actual cost
S-023	Abandonment Processing: Easement	Review and provide recommendation on the advisability of abandoning all or a portion of a public easement.	Development Services	73%	\$768.00
	Abandonment Processing: Right-of-Way	Review and provide recommendation on the advisability of abandoning all or a portion of a public easement.	Development Services	70%	\$768.00
S-024	Sign Permit Review	Check sign plan and inspect sign on-site to ensure compliance with appropriate code requirements such as height, overall signage, and prohibited signage.	Development Services	100%	\$176.00
S-026	Reinspection Fees	Reinspections for rights-of-way, driveways, and utilities.	Public Works - Engineering	100%	\$142.00
S-027	Traffic Report Review & Striping Plans. <b>Note:</b> Total charge will be listed fee plus applicable outside engineering costs	Review the Traffic Impact Study (TIS) for a project.	Public Works	100%	\$633.00
S-031	Temporary Use Permit: Private/Commercial	Approval of land-use for a period of time.	Development Services		
		-24 Hours or Less		0%	No Charge
		-1 - 3 Days		20%	\$146.00
		-4 - 30 Days		80%	\$615.00
	Temporary Use Permit: 501c3 Non-Profit Organizations (50% discount)	Approval of land-use for a period of time.	Development Services		
		-24 Hours or Less		0%	No Charge
		-1 - 3 Days		50% of Private Fee	\$73.00
		-4 - 30 Days		50% of Private Fee	\$307.00
S-032	Off-Site Improvements Plan Check and Inspection; Off-Site Agreement	Review off-site improvement plans and perform inspections to ensure construction followed approved plans	Public Works		
		-Up to \$10,000 value		100%	9% of value
		-\$10,001 - \$20,000 value		100%	\$900 plus 0.50% of value
		-Over \$20,000 value		100%	Deposit of 5% of value to be applied towards actual cost

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Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
S-033	Building Plan Check/Retainer Fees	Check building construction and grading plans to ensure proposed work is in compliance with appropriate code requirements.	Development Services	100%	See Fee Schedule in Uniform Building Code
S-034	Building Permitting and Inspection Process	Building inspections are funded by building permit fees. Permit fees for new buildings, additions, pools, and retaining walls are based on the valuation (total construction costs) of the buildings or structures.	Development Services	100%	See Fee Schedule in Uniform Building Code
S-035	Driveway Permit and Inspection	Review driveway plans and permit applications to determine conformance with current standards.	Public Works - Engineering	48%	\$27.00
S-038	Utility Permit	Review and approval of permit to perform work in the public right-of-way by a utility company.	Public Works - Engineering	13%	\$35.00
S-039	Right of Way Application: Small Wireless Facilities (SWF) Utility Pole Review	Application fee to install new, replacement, or modified utility poles associated with the collocation of SWF in the right of way and utility easements.	Public Works - Engineering	Limited by ARS 9-592(L)	\$750.00
S-040	Right of Way Application: Small Wireless Facilities (SWF) Collocation	Application fee to collocate SWF in the right of way and utility easements.	Public Works - Engineering	Limited by ARS 9-593(K)	\$100.00 each up to five (5) SWF / \$50.00 each additional
S-041	Right of Way Application: Small Wireless Facilities (SWF) Monopole, Utility Pole, or Collocation Review	Application fee for modification of existing or the installation of new monopoles, utility poles, or wireless facilities and the collocation of wireless facilities in the right of way and utility easements.	Public Works - Engineering	Limited by ARS 9-594.E(3)	\$1,000.00
S-042	Right of Way Fee: Monopole, Utility Pole, Small Wireless Facility (SWF)	Fee for the use of a right-of-way for the construction, installation, mounting, maintenance, modification, operation, or replacement of a utility pole, monopole, and/or the collocation of a small wireless facility in a ROW.	Public Works - Engineering	Limited by ARS 9-592	Match S-038 (Utility Permit)
S-044	Telecommunications in Public Right of Way	Fee for telecommunications in a Public Right-of-Way ( <b>per linear foot</b> )	Public Works - Engineering	Market Rates	\$0.60
S-050	Stormwater Review	Review of stormwater plans, reports and performing field inspections.	Public Works - Engineering	100%	\$362.00
<b>II. PUBLIC RECORDS SERVICES</b>					
S-120	Document Printing & Copying	Duplication of public records in response to Requests for Public Records.	Administrative Services	100%	
		Photocopies:			
		-First 10 pages			\$0.00
		-Each additional page			\$0.50
		-Faxed Records (per page)			\$0.50
		Electronic Form/CD (Each CD)			\$11.00
		Records prepared by outside agencies or requiring special equipment			Actual Cost
		Commercial Purposes:			
		-All record types listed above			Cost of photocopies, fax, or electronic records plus value of the reproduction on the commercial
S-121	Subpoenas	Duplication of public records in response to Subpoenas.	Various	Set by AZ State Statute 12-351(F)	
		-Photocopies (per page)			\$0.25

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Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
		-Clerical costs (per hour) incurred in making records available			\$25.00
S-446	Police Crime and Accident Report Reproduction	Incident, Investigation, Crime, and Accident Reports; First Care Forms (Medical Reports) <b>(fee per report)</b>	Fire & Police	29%	\$11.00
S-600	Public Safety Electronic Media Reproduction	Electronic Form/Photos on CD <b>(Per Disk)</b>	Fire & Police	30%	\$32.00
		AXON Video <b>(Per Video)</b>			
		-Primary Officer		39%	\$87.00
		-Each Additional Officer On Scene		39%	\$87.00
		-\$25.00 Non-refundable deposit			\$25.00
		Commercial Purposes:			
		-All media types listed above		Varies	Cost of report or recording plus value of the reproduction on the commercial market as best determined by the City.
S-601	Public Safety Audio Recordings	Dispatch and Interview Audio Recording (per event)	Fire & Police	93%	\$54.00
		\$25.00 Non-refundable deposit			\$25.00
S-602	Police Field Interview Report Reproduction	Field Interview Card (Police contact that did not warrant a report).	Police	17%	\$2.25
<b>III. FINANCE &amp; ADMINISTRATIVE SERVICES</b>					
S-110	Business License Processing	Every person desiring to engage in business within the City shall make application to the Administrative Services Director or designee for a business license accompanied by a fee, which includes an application fee plus one annual license fee or a lesser amount of the annual license fee prorated in quarterly increments. No person shall engage or continue in business unless issued a valid business license and all applicable license fees have been paid. (from City Code Section 5.04.020).	Administrative Services	Actual Range of 6% - 70%	
		-NEW Business License Application, January - March			\$159.00
		-NEW Business License Application, April - June			\$131.00
		-NEW Business License Application, July - September			\$102.00
		-NEW Business License Application, October-December			\$68.00
		-RENEWAL Business License Application			\$114.00
		-Temporary Special Event Business License, per day, maximum 4 days/event/year.			\$14.00
S-111	Liquor License	Process a new request to sell liquor in the City. The process involves a criminal history check by the Police Department, the publishing of notices by the City Clerk, and a hearing before the City Council.	City Clerk	100%	
		-Posting Fee (non-refundable)			\$47.00
		-Application Fee (non-refundable)			\$557.00
		-Fingerprint Fee <b>(Set by state statute)</b>			\$22.00

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Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
S-112	Liquor License - Special Event	Process a new request for a special event liquor license to sell liquor in the City. The process involves a criminal history check by the Police Department.	City Manager	100%	
		-Application Fee, per event (non-refundable)			\$74.00
S-113	Liquor License - Acquisition of Control/Agent Change	Process a new Liquor License Acquisition of Control/Agent Change application.	City Clerk	100%	\$378.00
S-114	Returned Payment Processing	Processing fee per check or electronic payment returned for non-sufficient funds.	Administrative Services	58%	\$40.00
S-117	Extension of Premises/Patio Permit	Process a new request for Extension of Premises/Patio Permit for liquor establishments.	City Clerk	100%	\$260.00
S-118	Elections Arguments	Statute allows for a deposit for the purpose of offsetting a portion of the proportionate cost of the purchase of the paper and the printing of the argument.	City Clerk	Market Rates	\$114.00
S-119	Bingo License	Process a new request to conduct bingo activity in the City. The process involves a criminal history check by the Police Department and a hearing before the City Council.	City Clerk	Set by ARS 5-414	
		-Class A License			\$5.00
		-Class B License			\$25.00
		-Class C License			\$50.00
S-124	Off-Track Betting (OTB) License	Process a new request to conduct off-track wagering/betting in the City. The process involves a criminal history check by the Police Department and a hearing before the City Council.	City Clerk	100%	\$540.00
		-Application Fee (non-refundable)			
S-122	Special Event Permit Application Fee	Review application for special event activities held on publicly owned property, including parades and Bridgewater Channel permits.	City Manager	Market rates	\$57.00
S-125	Film Permit Application Fee	Review application for filming activities held on publicly owned property, including the Bridgewater Channel.	City Manager	Market rates	\$34.00
S-126	Vacation Rental Permit Application Fee	Process an application to operate a vacation rental property	Administrative Services	Limited by ARS 9-500	
		-New			\$250.00
		-Annual Renewal			\$250.00
S-127	Credit Card Processing Fee	Passed-on fee charged by the City's credit card processor	Various	100%	Actual Cost
<b>IV. UTILITY AND ENTERPRISE SERVICES:</b>					
<b>IV(a) Water Services:</b>					
S-130	Water Service	Fees to provide water service.	Administrative Services	Set with Rate Study	Set with Rate Study
S-131	Water Meter & Service Line Installation	Install meter and service laterals to allow connection to the City's water service system.	Public Works - Water	100%	
		<b>Flat Fee by Meter Size</b>			
		-3/4"			\$2,080.00
		-1"			\$2,223.00
		-1-1/2" (Previously actual/Flat as of 2022)			\$5,376.00
		-2" (Previously actual/Flat as of 2022)			\$6,166.00
		<b>Deposits by Meter Size (Applied to billed actual cost)</b>			
		-4"			\$4,040.00
		-6"			\$9,090.00
		-8"			\$12,120.00

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Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
S-132	Irrigation or Additional Meter Installation	Install irrigation or additional meter and service laterals to allow connection to the City's water service system.	Public Works - Water	100%	
		<b>3/4" Meters</b>			
		-Unplumbed and/or Easy Meter			\$757.00
		-Short-Side Meter			\$1,947.00
		-Full Cross Street-24 feet of Asphalt Replacement			\$3,899.00
		-Full Cross Street-Curbed/Widened Street			\$5,983.00
		<b>1" Meters</b>			
		-Unplumbed and/or Easy Meter			\$1,019.00
		-Short-Side Meter			\$2,129.00
		-Full Cross Street-24 feet of Asphalt Replacement			\$4,082.00
		-Full Cross Street-Curbed/Widened Street			\$6,165.00
S-133	Reconnect Fee	Reconnection fee paid by customers to reconnect service after disconnection due to non-payment.	Administrative Services	100%	
		-During normal business hours			\$32.00
		-After normal business hours			\$155.00
S-134	Water Meter Testing	Respond to customer request for water meter testing.	Public Works - Water	100%	
		-Defective meter			No Charge
		-Properly functioning meter			\$128.00
		Respond to customer request for water meter re-read (1st at no charge)			\$30.00
S-135	Private Cross Connection Control Device Process* (Backflow Prevention Permit)	Initial inspection and activation of new water cross-connection control device after certification and testing performed by others. Includes permit application, conformance with USEPA, ADEQ mandates, and Lake Havasu City code specifications. Includes correspondence and coordination with plumbers and testing companies. *The fee shall be doubled when work has commenced prior to plan approval and payment of permit fee.	Public Works - Water	100%	\$83.00
S-136	Cross Connection Control Device Monitoring	Annual notification of water cross connection control device testing and recertification; recordkeeping; correspondence with owners and certified testers.	Public Works - Water	100%	
		Annual fee or			\$72.00
		Monthly (on utility bill)			\$6.00
S-137	New Water Customer Application	Process application to establish new water customer account and turn on services	Administrative Services	Market rates	
		-Scheduled during normal business hours			\$46.00
		-Unscheduled during normal business hours			\$91.00
		<b>Deposits - NEW water service applicants</b>			
		-Residential			\$50.00
		-Residential on sewer			\$100.00
		-Apartments, Hotels, Motels, Condos (per unit fee)			\$35.00
		-Hydrant Meter (3/4" - 1")			\$250.00
		-Hydrant Meter (3" - 4")			\$800.00
		-Hydrant Meter (3" w/RPZ)			\$1,700.00
		<b>Deposits - EXISTING water service customers</b>			

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Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
		Based on average monthly bills as estimated by the Administrative Services Department (minimum deposit of \$100)			\$100.00
S-138	Water - Hot Tap Service	For the purpose of tapping future water connections to existing water mains within the water distribution system. The task is performed by Water Division personnel using specialized equipment capable of drilling or tapping the water main while under pressure, eliminating the need to disrupt water service for water users in the area. This process is known by the industry as a Water Hot Tap, and is completed after receiving a utility permit filled out by the contractor who will perform the water line installation. Although this type of service is most often used by commercial properties where fire line installation is required, it is also used for other water service connections unrelated to the fire industry.	Public Works - Water	100%	
		<b>Water Main Line Size</b>			
		-3/4" - 2"			Actual Cost
		-4"-12"			\$825.00
S-139	Replace Damaged Service Stop and/or Lock	Replacement of water meter service stop and/or lock due to damage done to obtain illegal water use.	Public Works - Water	100%	
		-Replace lock only			\$102.00
		-Replace lock and service stop			\$296.00
<b>IV(b) Sewer Services</b>					
S-190	Sewer Service	Fees to provide wastewater service.	Administrative Services	Set with rate study	Set with rate study
S-190A	Wastewater System Availability Fee	Fee to cover fixed costs during months without activity.	Administrative Services	75% of the minimum sewer fee	\$39.00
S-191	Industrial Waste Discharge Permit	Issuance of Industrial Waste Discharge Permit in accordance with Environmental Protection Agency (EPA) regulations.	Public Works - Wastewater	100%	
		-Significant			Job Cost Summary
		-Categorical			Job Cost Summary
S-192	Treatment Capacity Fee for Sewer Services	A treatment capacity fee is imposed upon all facilities making use of the City sewer system. This fee is based upon the projected cost of wastewater treatment facilities, capacity associated with those facilities and the number of Equivalent Residential Units (ERU) to be served by these facilities. NOTE: For the purposes of determining the Treatment Capacity Fee, all R1 Single Family Residential properties shall be treated as one Equivalent Resident Unit (ERU) regardless of the water meter size.	Public Works - Wastewater	Set with Rate Study	
		<b>Water Meter Size</b>			
		-3/4"			\$2,000.00
		-1"			\$4,000.00
		-1 1/2"			\$6,400.00
		-2"			\$8,000.00
		-3"			\$19,200.00
		-4"			\$33,600.00
		-6"			\$73,600.00
		-8"			\$128,000.00



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Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
S-193	Laboratory Analysis - Level I, II & III	Wastewater laboratory analysis to include (per sample):	Public Works - Wastewater	Market rates	
		Level I - Samples include TSS; TDS; Total Coliform; Fecal Coliform; Nitrite; Ammonia			\$33.00
		Level II- Samples include BOD; Cadmium Column Nitrate			\$49.00
		Level III- Samples include TKN; Oil and Grease			\$75.00
S-195	Non-City Owned Pump Station Checks	Check wastewater pump operation, wet well condition, and record meter readings.	Public Works - Wastewater	100%	Fee based on job cost summary
S-196	Pump Station Wet Well Cleaning	Pump down and clean wastewater wet well using vacuum truck.	Public Works - Wastewater	100%	Fee based on job cost summary
S-197	Private System Sewer Line Cleaning	Jet clean sewer lines.	Public Works - Wastewater	100%	Fee based on job cost summary
S-198	Sewer Discharge Sampling	Per inspection of sample sewer discharge for compliance with city discharge regulations. <b>Total fee = Listed base fee <u>plus</u> hourly equipment usage fee</b>	Public Works - Wastewater	100%	\$220.00
S-199	Treated Effluent Charge for Reuse	Provide cost effective and efficient wastewater service to the community by providing treated effluent for commercial and governmental use.	Public Works - Wastewater	Market rates	
		-Commercial Use: <b>Fee per acre ft.</b>			\$276.00
		-Governmental Use: <b>Fee per acre ft.</b>			\$143.00
<b>IV(c) Airport Services</b>					
S-250	Landing Fee - Commercial / Cargo	Commercial/Private/Air Carrier/Corporate or Cargo aircraft landing at the municipal airport.	Public Works - Airport	Market rates	
		-Cargo: <b>Per 1,000 pounds gross landing weight per landing</b>			\$1.14
		-Commercial/Private/Air Carrier/Corporate: <b>Per 1,000 pounds gross landing weight per landing (for aircraft over 12,500 pounds)</b>			\$1.14
S-251	Airfield Rental Fees	<b>Monthly fee for use of City tie downs at the Municipal Airport.</b>	Public Works - Airport	Market rates	
		-Tail In			\$67.00
		-Taxi Through			\$171.00
		-FBO Exclusive Use			\$23.00
		-Private Shadeport			\$67.00
		<b>Large Shadeport:</b>			
		-Per Month Fee			\$288.00
		-Per Week Fee			\$202.00
		-Per Night Fee			\$40.00
		<b>Monthly fee for City-built shadeports at the Municipal Airport.</b>			\$188.00
		<b>Monthly fees for City-owned hangars.</b>			
		-City Hangar-Standard (40x37)			\$477.00
		-City Hangar-Executive (62x45)			\$718.00
		<b>Per-night fee for transient aircraft.</b>			
		-Single engine fixed wing			\$13.00
		-Helicopter			\$18.00
		-Multi-engine			\$18.00
		-Turbine jet			\$24.00
		-Greater than 12,500 lbs.			\$42.00
		-City shadeport			\$17.00
		-Hangar (40x37)			\$34.00
		-Hangar (62x45)			\$64.00
S-252	Fuel Flowage	Per gallon fee for fuel delivered to Fixed Base Operator's (FBO) for aircraft use.	Public Works - Airport	Market rates	\$0.14

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S-253	Fuel Farm Facility Charge - FBO	Per gallon fee for fuel delivered to the City's fuel farm for FBO use.	Public Works - Airport	Market rates	\$0.06
S-256	Car Rental	Car rental concessionaire at the Municipal Airport.	Public Works - Airport	Market rates	
		On-site agencies			
		-Percentage of monthly gross sales			11.4%
		-Annual commercial Aviation Use Permit (CAUP)			\$531.00
		Off-site agencies			
		Annual commercial Aviation Use Permit (CAUP)			\$531.00
S-257	Vehicle Parking - Permanent	Monthly vehicle parking fee for transient pilots who fly in regularly.	Public Works - Airport	Market rates	\$39.00
S-258	Commercial Aviation Use Permit	Commercial aviation use permit or temporary 30-day permit at Municipal Airport.	Public Works - Airport	Market rates	
		-Commercial Use Permit - Annual			\$531.00
		-Temporary 30-Day Permit Fee			\$265.00
		-FBO's Temporary 30-Day Permit Fee			\$265.00
S-259	Advertising	Advertising in Municipal Airport. (Monthly Fees)	Public Works - Airport	Market rates	
		-Courtesy phone board (Per 8-inch square)			\$65.00
		-Wall advertising (Per sq. ft. / one sq. ft. minimum)			\$8.00
		-Floor advertising (Per sq. ft. / one sq. ft. minimum)			\$7.00
S-260	FBO Fees -Unless otherwise established by contract	-Land lease fees for FBO sites at Municipal Airport (per sq. ft.)	Public Works - Airport	Market rates	\$0.33
		-FBO hangar ground lease fee (per sq. ft.)			\$0.33
		-Sublease Fee (% of monthly fee)			5.5%
S-261	Hangars - Private on City Owned Pads	Monthly pad fees for private hangars transferred from the old airport. Fees per sq. ft.	Public Works - Airport	Market rates	
		-Private Hangars on City poured pad			\$1.30
		-Private Hangars on private poured pad			\$0.94
S-263	Quarterly Hangar Utilities	Utility costs (water and electricity) to old hangar tenants, through quarterly billings. Hangars 7, 61, and CAP area excluded.	Public Works - Airport	Market rates	
		-Quarterly Administrative Fee			\$6.00
		-Pass through utility costs			Actual Cost
S-264	Terminal Space - Commercial Offices	Rental of terminal office space or storage areas at municipal airport. Fees per sq. ft.	Public Works - Airport	Market rates	\$38.00
S-266	Airfield Services	-Sweeping of privately held lease ramp at municipal airport.*	Public Works - Airport	100%	\$166.00
		-Utilization of bucket truck and employee to place banners and to assist FBO's with issues on lease holds.*			\$166.00
		-Towing of aircraft.*			\$166.00
		*Fees per hour with one hour minimum.			
<b>IV(d) Public Transportation Services</b>					
S-280	Transit Services	<b>Fixed Route</b>	Public Works - Transit	Market rates	
		-One way fare			\$2.00
		-Reduced Rate for Seniors aged 60 and older, Disabled, Medicare cardholders, youth with Student ID			\$1.00

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		-Children (2 years old and under)			No Charge
		<b>Paratransit-ADA Certified Riders</b>	Public Works - Transit	Market rates	
		Transportation to both Complementary Paratransit and former Havasu Mobility Users			\$3.50
		<b>Micro Transit</b>	Public Works - Transit	Market rates	
		("Demand Response" service)			
		-Per customer one-way within zone			\$3.50
		-Outside originating zone			\$6.00
S-281	Transit Advertising	Transit advertising rates: Pricing per month unless noted otherwise	Public Works - Transit	Market rates	
		<b>External Advertising:</b>			
		<b>Direct - Large Van</b>			
		-Side Window - 55" x 26"			\$75.00
		-Side Window - 60.5" x 23"			\$75.00
		-Side Window - 65.5" x 26.5"			\$100.00
		<b>Direct - Small Van</b>			
		-Side Rear Window - 36" x 18"			\$75.00
		-Back Window - 54" x 20"			\$75.00
		<b>The Bridge - Bus</b>			
		-Side Window - 37.5" x 36.5"			\$75.00
		-Side Window - 47" x 36.5"			\$85.00
		<b>MultiMedia Advertising: Monitor Ads</b>			
		-Inside Bus (1 page)			\$30.00
		-Commercial (30 seconds)			\$80.00
		-Design Fee for 1-page ad (per design)			\$30.00
<b>IV(e) Waste Disposal Services</b>					
S-285	Refuse Service	Monthly trash fees per single-family residence	Administrative Services	Set with contract	\$22.00
<b>V. LEISURE AND CULTURE SERVICES:</b>					
S-300	Youth Programs	Per participant fee for various youth sports programs such as football, basketball, and summer swim league.	Parks and Recreation	Market rates	\$60.00
S-301	Gym Drop-In	Gym drop-in	Parks and Recreation	Market rates	
		-Open Gym (school site or community center) <b>(Per participant/Per visit)</b>			\$3.50
		-20 Visit Punch Pass			\$50.00
S-303	Organized League Field Usage	Ballfield reservation by private leagues. Pricing per participant, per league, per season. Fees collected at time of registration.	Parks and Recreation	Market rates	
		-Youth League			\$11.00
		-Adult League			\$24.00
		-Senior League (age division 50 plus)			\$19.00
S-304	Tournament / Group Field Usage	Fees are for preparation of field usage by a group or organization requiring the lines to be chalked/painted, and fields dragged and prepped for tournament use, either as a onetime activity or over a period of time. Fee is for 2 hours of use. Charges for additional maintenance may apply at fully burdened rates.	Parks and Recreation	Market rates	
		-Per field day use			\$24.00
		-Per field night use			\$36.00
		-Field line and drag (per field)			\$120.00
		-Field line only (per field)			\$60.00

# PROPOSED MASTER FEE SCHEDULE

Effective 03-01-2023

Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
S-305	Contract Recreation Classes	Provide recreation classes, including coordination, facilities, and contract instructors who receive between 10% - 50% of the class fee by written agreement between the parties.	Parks and Recreation	Market rates	Varies
S-306	Community Center Events	See Use of Facility Table	Parks and Recreation	Set with Facility Use Policy	See Facility Use Fee Schedule
S-308	After School Program*	Provide after school recreation programs and snack for youths at school and park sites.	Parks and Recreation	Market rates	
		-Weekly rate (Per child)			\$33.00
		-Weekly rate (Each additional child)			\$20.00
		-Daily Rate (Per child)			\$11.00
		-Late fee per participant for every 15 minutes late (pickup time)			\$6.00
		<b>*28.5% discount available for low income qualified participants.</b>			
S-309	Youth Camps*	Operate youth camps for children, including facilities, snacks, supplies, local field trips, and supervision. <b>NOTE:</b> Full program is based on 7 weeks; cost will be prorated for any additional weeks added to the program	Parks and Recreation	Market rates	
		-Full Program (7 weeks): 1st child			\$330.00
		-Full Program (7 weeks): Each additional child in same family			\$266.00
		-Weekly Rate (1st child)			\$47.00
		-Weekly Rate (each additional child in same family)			\$36.00
		-Daily Rate Drop In (Per child)			\$23.00
		-Late fee per participant for every 15 minutes late (pickup time)			\$6.00
		<b>*28.5% discount available for low income qualified participants.</b>			
S-310	Teen Break	Fee to operate teen break programs for teenager in sixth through twelfth grades, including facilities, supplies, snacks, and supervision. <b>(Per participant)</b>	Parks and Recreation	Market rates	\$47.00
S-350	Recreation Center Beverage Service	Beverage services at Community Center.	Parks and Recreation	Market rates	
		-Draft Beer			\$5.00
		-Canned Beer			\$3.50
		-Wine			\$3.50
		-Well Drinks			\$5.00
		-Soda/Water			\$1.00
		-House Special			\$3.50
S-351	Aquatic Classes	Coordinate various aquatic programs at the Aquatic Center.	Parks and Recreation	Market rates	
		-Exercise & Lap Swim - 20 Visit Pass			\$84.00
		-Exercise & Lap Swim - Drop In			\$6.00
		-Learn-to-Swim Youth/Other (up to eight sessions)			\$46.00
S-352	Open Swim	Various swim programs at the Aquatic Center.	Parks and Recreation	Market rates	
		<b>Open Swim</b>			
		-Child (ages 0-3)			No Charge
		-Adult (ages 18-61)			\$7.00
		-Child (ages 4-17) / Senior (ages 62+)			\$6.00
		-Punch Pass (20 visits)			\$84.00
		<b>Annual Pass</b>			
		-Adult (ages 18-61)			\$312.00
		-Child (ages 4-17) / Senior (ages 62+)			\$263.00
		<b>Semi-Annual Pass</b>			
		-Adult (ages 18-61)			\$240.00
		-Child (ages 4-17) / Senior (ages 62+)			\$204.00

# PROPOSED MASTER FEE SCHEDULE

Effective 03-01-2023

Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
		<b>Youth/School Groups/ Special Olympics</b>			
		-Residents			\$5.00
		-Non-residents			\$5.00
S-353	Birthday Party Rentals	Group rental of facility with admission for up to 30 swimmers. (While open swim is in session)	Parks and Recreation	Market rates	\$171.00
S-354	Junior Lifeguard Program	Fee for youths to improve swimming skills and receive basic understanding of water rescue, first aid, CPR, kayaking, and snorkeling. <b>(Per participant)</b>	Parks and Recreation	Market rates	\$120.00
S-355	Pool Rental - Swim Team	Private rental of pool for swim teams.	Parks and Recreation	20%	
		-Monthly fee: Up to 36 hours/month			\$1,235.00
		-Per hour fee: After 36 hours/month			\$34.00
S-359	Lifeguard Training	Lifeguard training for persons 15 years and older who are interested in becoming a certified lifeguard (includes Professional Rescuer CPR and First Aid). <b>(Fee is per participant.)</b>	Parks and Recreation	Market rates	\$181.00
S-360	Miscellaneous Services	Miscellaneous services and items available to the public.	Parks and Recreation	Market rates	
		-Point-of-sale items (towels, swim diapers, etc.)			Cost plus mark up of 30%-50%
S-362	Fencing Rental	Fencing rental for events: Pricing per section of 6.5' blue fencing	Parks and Recreation	100%	
		-Govt Agency/Non-Profit			\$2.00
		-Private			\$3.00
		-Commercial			\$4.00
S-363	Memorial Tree & Bench Program	Memorial Tree & Bench Program: Pricing per unit, includes 1 plaque	Parks and Recreation	100%	
		-Memorial Tree			\$275.00
		-Memorial Bench			\$799.00
		-Additional Plaque			\$125.00
<b>VI. PUBLIC SAFETY SERVICES - POLICE</b>					
S-439	Animal Control Service*	Animal control services provided by and coordinated through the Lake Havasu City Police Department.	Police	Market Rates	
		<b>Animal License Fees Per Pet</b>			
		-Altered - 1 Year			\$16.00
		-Altered - 2 Year			\$31.00
		-Altered - 3 Year			\$46.00
		-Unaltered - 1 Year			\$36.00
		-Unaltered - 2 Year			\$73.00
		-Unaltered - 3 Year			\$109.00
		<b>Seniors (Age Verification Required 65+, 2 dogs max, altered only)</b>			
		-Altered - 1 Year			\$14.00
		-Altered - 2 Year			\$27.00
		-Altered - 3 Year			\$41.00
		<b>Other Fees</b>			
		Service Dog (Affidavit Required)			No Charge
		Late Fee (Over 60 days late)			\$11.00
		Replacement Tag			\$6.00
		<b>Impound Fees</b>			
		-1st occurrence			\$28.00
		-2nd occurrence			\$57.00
		-3rd occurrence			\$114.00
		-4th & subsequent occurrences			\$228.00
		-Boarding Fee (Per Day)			\$28.00
		-Finder/Return Fee			\$28.00

# PROPOSED MASTER FEE SCHEDULE

Effective 03-01-2023

Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
S-440	Police False Alarm Response	Police response to false alarms. <b>(Per calendar year)</b>	Police		
		-1st - 3rd alarms		0%	No Charge
		-4th and 5th alarms		106%	\$181.00
		-6th and subsequent alarms		190%	\$324.00
S-441	Police Response Call-Back	Respond to a loud party or other disturbance of the peace to quiet the activity within 24 hours after initial warning is issued. A disturbance call-back is defined as any second or subsequent call for service within a 24-hour period to a loud party or other annoyance to residents. The responsible party for the call for service is the resident, proprietor, or person initiating the disturbance. <b>Special Condition:</b> In the event the resident, proprietor, or person responsible for the disturbance is arrested or cited, fees for this service shall be a restitution issue and assessed against the defendant and paid to the court at the time a guilty finding is made by the court. These fees are in addition to any other fines or fees the court assess. In instances where an arrest is not made nor a citation issued, the fees for services shall be billed.	Police	266%	\$261.00
S-442	Police - Background Check Letter	Upon receiving the request and obtaining positive identification, the Clerk will conduct a check of the Lake Havasu City Police Department Records Management System (RMS), and also a check for a local warrant.	Police	33%	\$23.00
S-443	Vehicle Identification Number (VIN) Verification	A VIN verification is a service to persons who are required by the Arizona Department of Transportation to visually verify the VIN and complete the appropriate Motor Vehicle Division form. (walk-in or radio call request)	Police	81%	\$35.00
S-444	Fingerprinting Service	This fee is in addition to any fees collectable by the state or FBI for the actual processing of up to 3 cards.	Police	89%	\$26.00
S-445	Vehicle Post Storage Hearings	In accordance with Arizona Revised Statute (ARS) 28-3511, the Lake Havasu City Police Department will impound vehicles for thirty (30) days when officers encounter a driver in violation of the statute.	Police	Set by AZ State Statute 28-3513B	\$150.00
S-448	Oversize/Overweight Review - Traffic Permit Fee**	Safety review of a request to move an oversize or overweight vehicle through the City. Application made and fees collected at the Police Records Office at time of request.	Police	100%	\$36.00
		Additional charge for use of Police escorts. <b>(actual hours)</b>			Fully burdened rates

# PROPOSED MASTER FEE SCHEDULE

Effective 03-01-2023

Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
	<b>**Exempt Permits</b>	-No fee will be charged by Lake Havasu City for a permit to move a vehicle, load, or structure, when the State of Arizona has charged a fee for the same move. -No fee will be charged when any other jurisdiction charged a fee for the same move if the trip originates outside the corporate limits of the City. -No fee will be charged to municipalities or other governmental agencies. -Thirty (30) day exempt permits will be issued in conjunction with and to facilitate movement with a state thirty (30) day permit. When moving on this permit, a state highway must be used as part of each route. The route to and from the state highway will be given by the Lake Havasu City, Engineering Division. -Thirty (30) day exempt permits may be issued to governmental agencies. -Any other exempt permit(s) are for a single trip only.			
S-451	Polygraph Exam	Investigative polygraph examinations requested by county area law enforcement agencies.	Police	70%	\$418.00
S-454	Prisoner Housing at LHC Police Facility	Daily fee to house, feed, care for, and supervise inmate workers and sentenced prisoners for the duration of their sentence.	Police	Market rates	\$75.00
S-116	Peddlers, Solicitors, and Transient Merchants Application and License Processing	Each peddler, solicitor, or transient merchant must secure a personal license prior to engaging in any such business within the city.	Police	Market rates	
		-Application Fee			\$17.00
		-Background Investigation Fee (per person)			\$60.00
		-Fingerprint Processing Fee (per person)			\$26.00
<b>VII. PUBLIC SAFETY SERVICES - FIRE</b>					
S-550	Repeated Use of Emergency Services	Fee for repeated non-emergency use of emergency services ( <b>per month</b> )	Fire	100%	
		-1 to 9 calls			Actual cost using fully burdened rates
		-10th and subsequent calls			Actual cost using fully burdened rates
S-551	Fire False Alarm Response	Respond to fire false alarms and faulty fire systems. ( <b>per calendar year</b> )	Fire		
		-1st - 2nd alarms		0%	No Charge
		-3rd - 5th alarms		105%	\$302.00
		-6th and subsequent alarms		131%	\$377.00
S-552	Hazardous Materials Incidents, Investigation	Respond to chemical or other hazardous materials spills and/or cleaning up potential hazards inside/outside City limits.	Fire	100%	
		-Full-service hazardous materials incident (staff, materials, equip)			Fully burdened staff hourly rates, supplies, equip
		-Additional charge for reimbursement of HAZMAT supplies			Replacement cost
S-553	Emergency Fire/Medical Services	Render emergency fire or medical services outside City limits (except for automatic/mutual aid to Desert Hills Fire District and other communities where mutual aid agreements exist).	Fire	100%	

# PROPOSED MASTER FEE SCHEDULE

Effective 03-01-2023

Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
		-Technical Team Rescue unit(s) response requiring patient(s) to be extricated from a situation, including but not limited to: desert, trench, confined space, high angle, and swift water rescues.			Fully burdened staff hourly rates, supplies, equip
		-Emergency Fire/Medical Services Outside the City Limits			Fully burdened staff hourly rates, supplies, equip
		-Motor Vehicle Accident Outside City Limits- Incidents where patient treatment was performed or mitigation of some type from the Fire Department was necessary.			Fully burdened staff hourly rates, supplies, equip
		Additional charge for reimbursement of ARFF supplies			Replacement cost
S-554	Environmental Research & Technical Assistance	Research occupancy files on commercial locations upon written request for environmental information, to include hazardous materials or fire incidents, inspection reports, complaints, etc., as well as technical code assistance.	Fire	68%	\$122.00
S-556	Fire Sprinkler System Plan Check/Inspection (Commercial/Industrial)*	Note: Modifications with over 50+ heads will be treated as a new system.	Fire	Market rates	
	*Deposit may be required	<b>New System</b>			
		Review commercial/industrial sprinkler plans to include standpipe plans. Perform on-site inspections of sprinkler system to ensure compliance with appropriate fire code requirements. Includes pressure check of system.			
		-0-5,000 square feet			\$480.00
		-5,001-15,000 square feet			\$600.00
		-15,001-35,000 square feet			\$840.00
		-35,001-52,000 square feet			\$1,080.00
		-Each story above or below first story			\$228.00
		<b>Existing System</b>			
		Plan review, permit, and inspection of repairs or alterations to existing commercial or residential fire sprinkler systems.			
		-Major Modifications (6+ Sprinkler Heads)			\$149.00
		-Minor Modifications (1-5 Sprinkler Heads)			\$72.00
		-Repairs (tracking)			No Charge
S-557	Required Fire Sprinkler System Plan Check/Inspection (Multi-Family - 16+ Units)*	Review multi-family sprinkler plans. Perform on-site inspections of sprinkler systems to ensure compliance with appropriate code requirements.	Fire	100%	
	*Deposit may be required	-First Floor			\$697.00
		-Each story above or below first story			\$108.00
S-558	Required Fire Sprinkler Plan Check/Inspection (Single Family Duplex : Up to 15 Units)*	Review plans and perform on-site inspections of sprinkler system to ensure compliance with appropriate code requirements.	Fire	100%	
	*Deposit may be required	-First Floor			\$282.00
		-Each story above or below first story			\$108.00



# PROPOSED MASTER FEE SCHEDULE

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Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
S-559	Non-Required Fire Sprinkler System Inspection (Single Family)	Review plans and perform on-site inspection of a sprinkler system, which is not required by code or the City to be inspected, to ensure compliance with industry standards.	Fire	0%	No Charge
S-561	Fire Sprinkler Plan Check/Inspection/Repair (Underground Lines, Hydrants)*	Review plans and perform field inspections for new construction or repair of fire lines, including private fire hydrants and fire sprinkler supply, to ensure compliance with code requirements.	Fire	100%	
	*Deposit may be required	-New fire lines: First 100 feet (includes fire hydrants, fire sprinkler supply)			\$360.00
		-New fire lines: Each additional foot			\$3.50
		-Review of repaired underground fire lines or private fire hydrants			\$97.00
S-562	CO2 Tank Installation, Removal, or Repair	Review plans for installation, removal, or repair of CO2 tanks for beverage dispensers for tanks over 100 lbs. Inspect to ensure compliance.	Fire	35%	
		-Per Tank over 100lbs of CO2			\$94.00
S-563	Modification to Fire Alarm Plan Check/Inspection*	Review plans for altering existing fire protection systems. Perform inspections to ensure compliance with approved plans.	Fire	100%	
	*Deposit may be required	-Major Modifications			\$270.00
		-Minor Modifications			\$270.00
		-Repairs (tracking)			No Charge
S-564	Clean Agent System, Halon, or Alternative Systems*	Review plans for a new engineered fire protection extinguishing system. Inspect to ensure compliance with approved plans.	Fire	100%	
	*Deposit may be required	-Standard			\$270.00
		-Halon or Alternative Materials			\$270.00
		-Major Modifications			\$270.00
		-Minor Modifications			\$270.00
		-Repairs (tracking)			No Charge
S-565	Installation and Inspection of Spray Booths* *Deposit may be required	Review plans for spray booths and new sprinkler systems for spray booths. Perform inspections to ensure compliance with approved plans.	Fire	100%	\$270.00
S-566	Installation of Liquefied Petroleum Gas (LPG) Tank Plan Check/Inspection (25+ Gallons)*	Review plans for installation of LPG tank with a capacity of 25 gallons or more. Inspect to ensure compliance with approved plans.	Fire		
	*Deposit may be required	-LP cylinder exchange rack		40%	\$120.00
		-25-120,000 gallons		47%	\$142.00
S-567	Fire Alarm System Plan Check/Inspection*	Review plans for a fire alarm system. Perform inspections to ensure compliance with code requirements.	Fire	100%	
	*Deposit may be required	-1-20 devices			\$270.00
		-Each additional device over 20			\$6.00
S-568	Burn Permits	Process and review a controlled burn permit to ensure proper safety measures are undertaken and guard against loss of control.	Fire	0%	No Charge
S-569	Fireworks Permits*	Process/review a permit application for the sale of fireworks or for firework displays to ensure proper safety measures are met.	Fire	100%	
	*Deposit may be required	-Sale of fireworks			\$270.00
		-Class B (DOT 1.3G) Fireworks			\$270.00
		-Class C (DOT 1.4G) Special Effects			\$135.00
S-570	Blasting Permits* *Deposit may be required	Process/review a blasting permit application to ensure proper safety measures are met. (30-day permit)	Fire	100%	\$270.00

# PROPOSED MASTER FEE SCHEDULE

Effective 03-01-2023

Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
S-571	Temporary Membrane Air Structure, Tents, Canopies Plan Check/Inspection* *Deposit may be required	Review plans for tents in excess of 400 square feet, open tents in excess of 700 square feet, and temporary membrane air supported structures. Perform inspections to ensure compliance with approved plans.	Fire	63%	\$121.00
S-572	Tank Installation Plan Check/Inspection/Removal* *Deposit may be required	Review plans for underground fuel/chemical tank installation, the installation of temporary aboveground fuel tanks (used for a maximum of 180 days), and the installation of permanent aboveground fuel tanks. Perform inspections to ensure compliance with approved plans.	Fire	Market rates	
		<b>Installations</b>			
		-Underground fuel/chemical tank			\$438.00
		-Temporary above-ground fuel tank			\$120.00
		-Permanent above-ground fuel tank			\$438.00
		<b>Removals</b>			
		-Standby at removal of underground fuel or chemical tanks			\$360.00
S-574	Fire Flow Pressure Readings	Upon request, utilize specialized gauges to open fire hydrant to flow water and record pressure. Provide documentation of pressure. Fee is per request.	Fire	36%	\$97.00
S-577	Carnival / Circus Inspections	Inspect carnival/circus rides for safety compliance.	Fire	100%	
		-Minimum Fee (up to 5 hours)			\$282.00
		-Each additional hour			Fully burdened rates
S-578	Fire Safety Reinspections	Reinspection of a commercial or public facility or place of assembly and/or reinspections due to project not ready and/or violation/noncompliance of the appropriate fire code requirements. <b>(Fee per inspection)</b>	Fire	100%	\$249.00
S-579	State Licensed Facility Inspection	Inspection of Arizona State licensed adult care facilities.	Fire	Market rates	
		-Residential: Per location			\$60.00
		-Assisted Living Facility - Base fee			\$120.00
		-Plus per bed fee			\$9.00
		-Behavioral Health Facility			\$90.00
		-Hospital - Base Fee			\$360.00
		-Plus per bed fee			\$9.00
S-580	Home Safety and Babysitting Classes	Provide children between the ages of 11-15 with home safety and babysitting training, minimum of 10 students per class. <b>(Fee per participant)</b>	Fire		
		-Lake Havasu City residents		0%	No Charge
		-Non-local participants		100%	\$57.00
<b>VIII. MUNICIPAL COURT FEES:</b>					
S-700	Prosecution Assessment Fee	Prosecution of each offender convicted or pleading to misdemeanor criminal offenses. The time expended by the prosecutor(s) and staff varies based on the complexity of each case. It is possible that one offender may be associated with multiple cases.	Court	Set by City Code 2.56.111.H	\$100.00
S-701	Warrant Fee	Fee to help offset some of the costs incurred by issuing a warrant.	Court	Set by City Code 2.56.111.B1	\$150.00
S-703	Default Fee	Default for civil traffic violations, water violations and criminal local ordinances.	Court	Set by City Code 2.56.111.B2	\$50.00
<b>IX. USE OF CITY FACILITIES:</b>					
S-123	Use of City Facilities	Fees associated with identified City properties	Administrative Services	Market rates	See Facility Use Fee Schedule
<b>X. NEW PROGRAMS AND SERVICES:</b>					

## PROPOSED MASTER FEE SCHEDULE

Effective 03-01-2023

Service No.	Service	Description of Service	Primary Department	Cost to Recover	2023 Proposed Fees
	All New Special Services			100% At Inception	
	All New Youth Programs			50% At Inception	